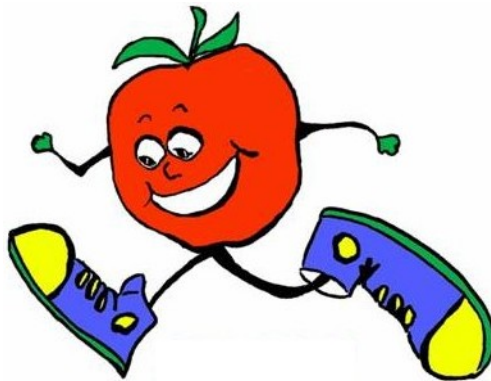


Office of Public Instruction  
Division of Health Enhancement and Safety

# 2006 Annual Report

## Montana School Nutrition Programs

July 1, 2005 - June 30, 2006



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March 2007

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## **School Nutrition Programs Staff**

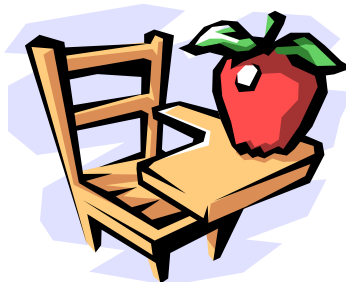
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- **Judy Wilson**, Food Distribution Coordinator, (406) 444-4415
- **Alison Ungerman**, Administrative Assistant, (406) 444-2501

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- **Molly Stenberg**, R.D., Nutrition Consultant, (406) 994-7217

# School Nutrition Programs



The School Nutrition Programs (SNP) unit is administered by the Office of Public Instruction, Health Enhancement and Safety Division. The SNP services for schools include administration of the seven U.S. Department of Agriculture (USDA) programs and the Cooperative Purchase Program.

SNP reimburses schools for meals served to children; distributes donated (commodity) foods; provides training for school food service personnel, administrators and teachers; ensures schools are in compliance with federal regulations; and provides nutrition education for students to promote healthful habits.

In school year 2005-06, 72 Montana School Food Authorities participated in at least one of the following programs. Programs administered by Montana SNP include:

- ✓ National School Lunch Program (NSLP)
- ✓ School Breakfast Program (SBP)
- ✓ Afterschool Snack Program
- ✓ Special Milk Program
- ✓ Summer Food Service Program (SFSP)
- ✓ The USDA Food Distribution Program (including the Fresh Fruit and Vegetable Program)
- ✓ Team Nutrition Program
- ✓ Montana Cooperative Bid Program

School districts choose which programs, if any, to participate in based on local needs. Public schools, private/nonpublic schools and nonprofit residential child care institutions with children high school age or under may participate in the programs.

## **Montana SNP Vision:**

Our vision is school communities that provide children full access to healthful meals and snacks that nourish minds and bodies and school nutrition environments that encourage healthful lifestyles and are supported by community partnerships.

## **Montana SNP Mission:**

To ensure that schools provide nutritious meals and promote healthy lifestyles through collaborative education and training, and administration of the USDA's School Nutrition Programs.

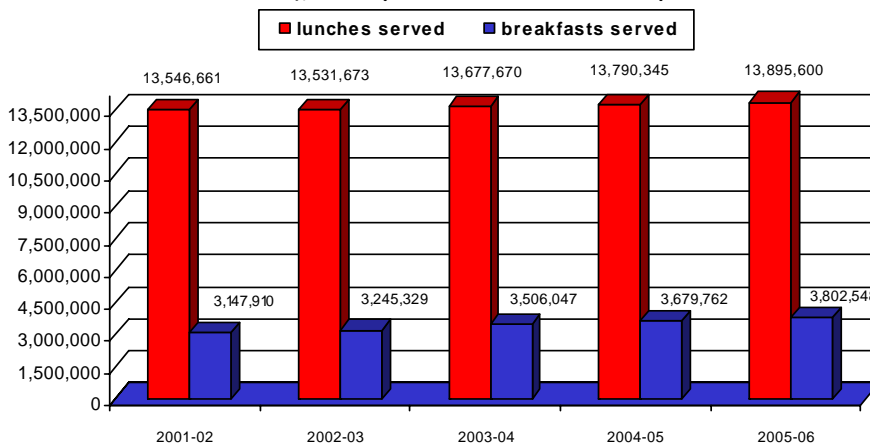
Edited by:  
Christine Emerson MS, RD  
Sofia Janik  
Kim Pullman, RD

# School Lunch and Breakfast Programs

The National School Lunch Program (NSLP) began in 1946 under the National School Lunch Act, and is intended to help meet the nutrition needs of children from low-income households. Lunches served to children under this program are required to meet one-third of the total Recommended Daily Allowance (RDA) for key nutrients (**minimum** requirements are set for calories, protein, calcium, Vitamin A, Vitamin C, iron and fiber; **maximum** requirements are set for cholesterol, sodium, total fat, and saturated fat). The School Breakfast Program (SBP) began as a pilot project in 1966, and was made permanent in 1975. Breakfasts served under this program are designed to meet one-fourth of the RDA for the key nutrients.

Many school meals are served to children eligible for free or reduced-price meals. These children come from low-income families who are most at risk for hunger and food insecurity. *Combined, a school breakfast and lunch provide over half the nutrition that a child needs in a day.*

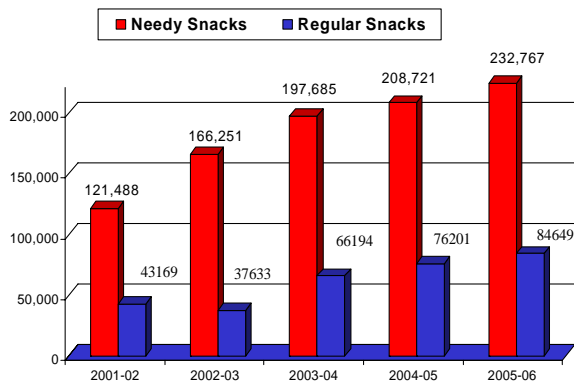
**Total Number of Lunches and Breakfasts Served**



## Afterschool Snack Program

Started in 1998, the Afterschool Snack Program offers children education and enrichment activities that are safe, fun and filled with learning opportunities.

**Total Number of Afterschool Snacks Served**

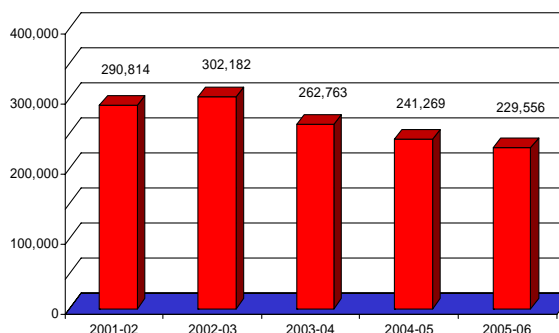


## Special Milk Program

Schools that do not provide other school meal programs may participate in the Special Milk Program. This program is also for split-session pre-kindergarten and kindergarten students who do not have access to lunch and breakfast at school.



**Total Number Half Pints of Milk Served**

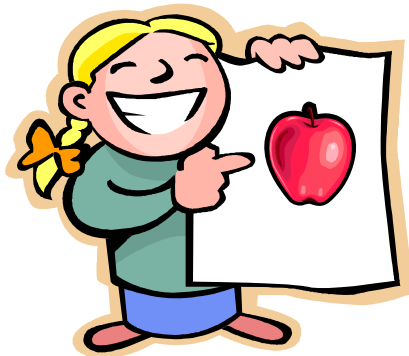
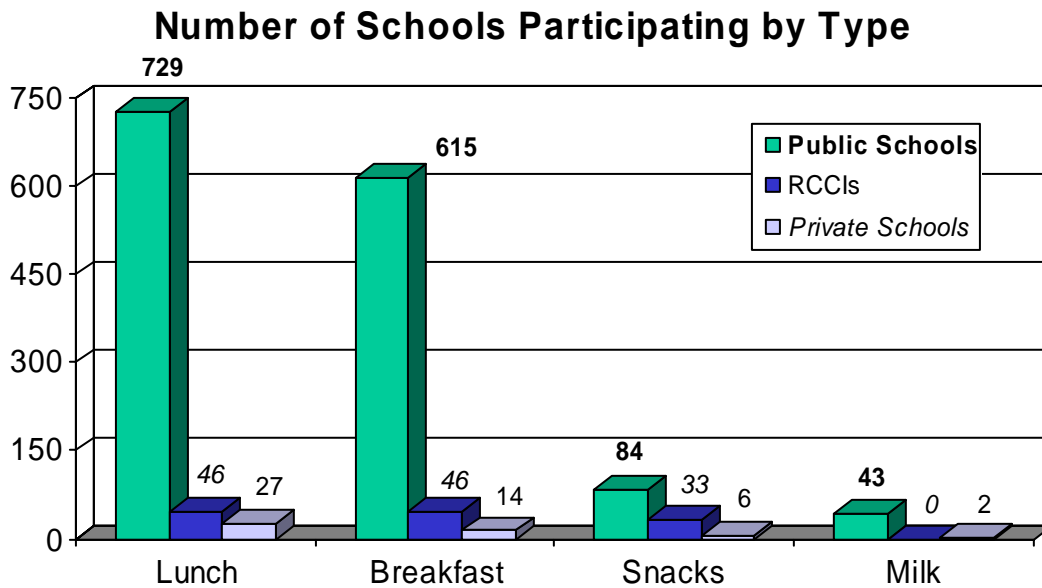


*Over the past year:*

- There was an increase of 105,255 lunch meals served.
- There was an increase of 122,786 breakfast meals served.
- There was an increase of 32,494 snacks served
- There was a decrease of 11,713 half-pints of milk served

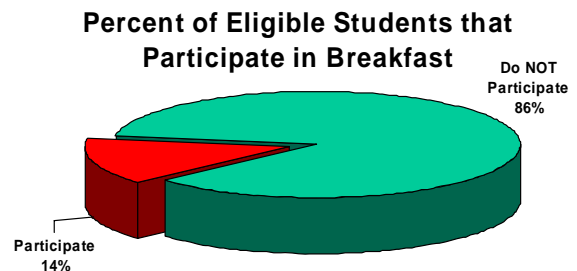
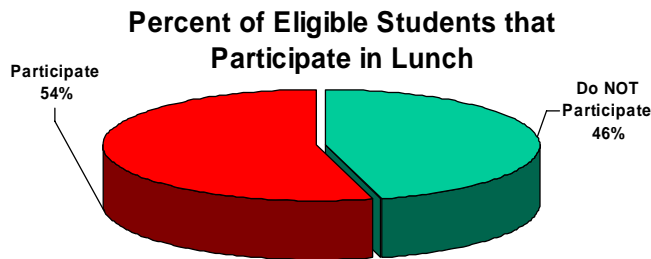
## Types of Schools Participating

In Montana, public schools, public or nonprofit private Residential Child Care Institutions (RCCIs), and nonprofit private schools participate in the School Nutrition Programs. All of these organizations are collectively called “School Food Authorities” (SFAs) within the School Nutrition Programs. An RCCI can include correctional facilities or group homes for children with special needs. This chart details the types of schools (within the SFAs) that participate.



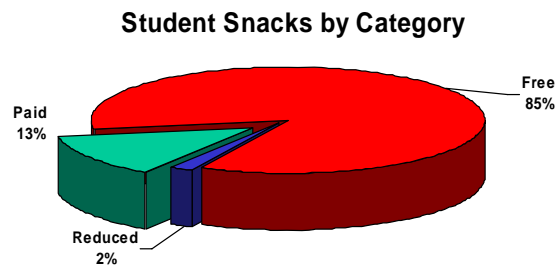
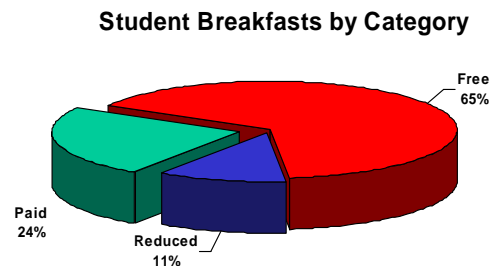
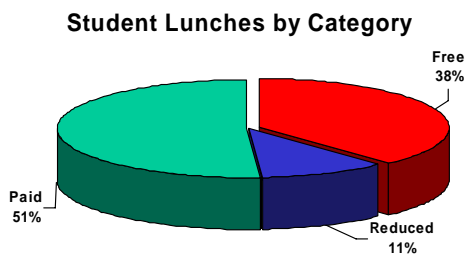
# Participation in the Programs

In Montana, 78,545 of the 145,579 students eligible (in the 2005-06 school year) for the National School Lunch Program (NSLP) participated daily. Only 20,615 of the 145,579 eligible students participated in the School Breakfast Program (SBP).



## Eligibility of Students that Participate

Of those that participate in lunch and breakfast, participants are predominately eligible for free and reduced price meals.





## Summer Food Service Program

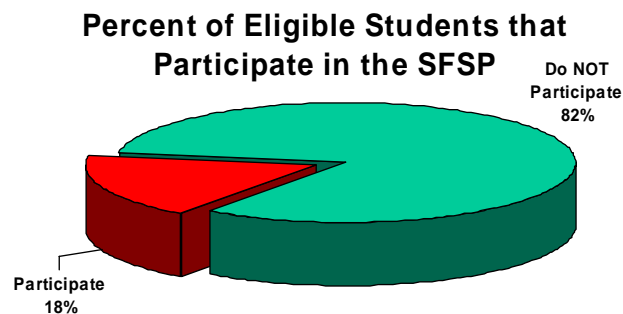
The Summer Food Service Program (SFSP) provides nutritious meals at no charge to children while school is not in session. This program was established to ensure that children in low-income areas could continue to receive nutritious meals in between school sessions.

Montana is dotted with small rural communities, making it difficult to reach children in need with the SFSP. In spite of this difficulty, however, there are sponsors and sites in low-income areas in each of the six large cities and on each of the seven American Indian reservations throughout the state.

Of the 52,348 children receiving free and reduced-price meals during the school year, only 9,318 (just under 19 percent) participated daily in the SFSP in 2006, a slight increase from 2005, where 8,667 children participated. In 2006, the number of lunches served decreased slightly from 238,885 to 218,714. Breakfasts, snacks and suppers showed a similar slight decline.

To try and better meet the needs of the children in Montana, School Nutrition Programs actively recruits sponsors throughout the school year, works to make the program more appealing to children, and has developed partnerships with the National Rodeo Association and service-oriented professions, such as police and fire departments.

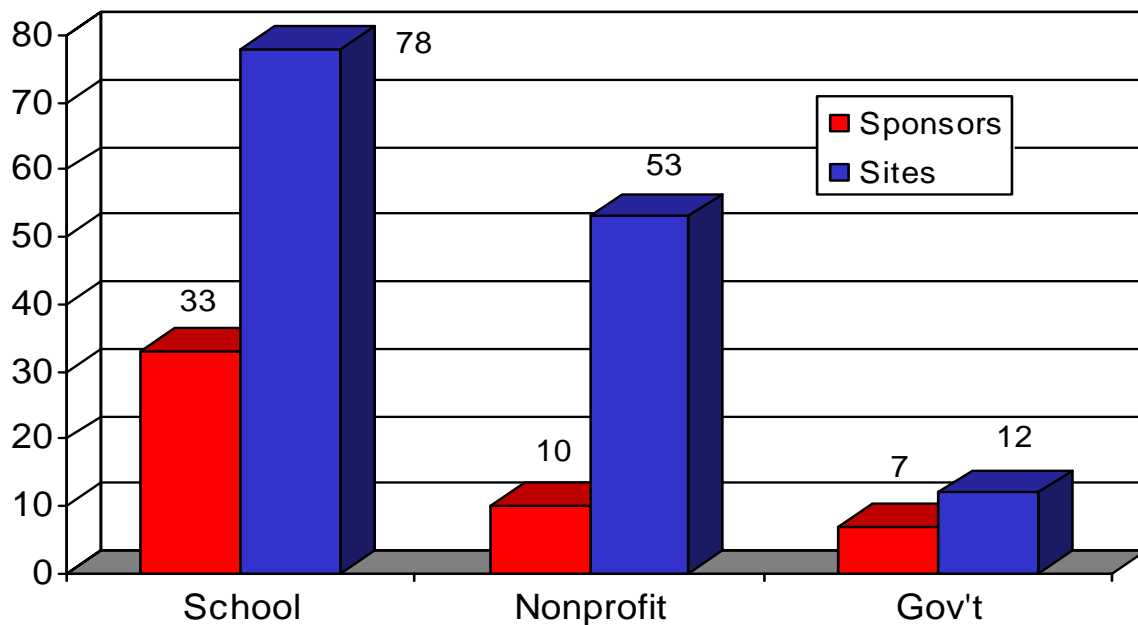
Sponsors for the SFSP include school districts, local government agencies, public or private non-profit organizations and camps. A total of 50 sponsors provided meals at 143 sites in Montana during the summer of 2006. This represents a decrease of 8 sponsors and 6 sites from the summer of 2005. Sites operate in low-income areas where at least one half of the children come from families that qualify for free or reduced-price meals.



## Types of Summer Sponsors Participating

In Montana, Summer Food Service Program (SFSP) sponsors include schools, nonprofit organizations, and government entities. "Sponsors" are organizations that operate the SFSP, and "sites" are the total number of places that sponsors serve meals on a daily basis.

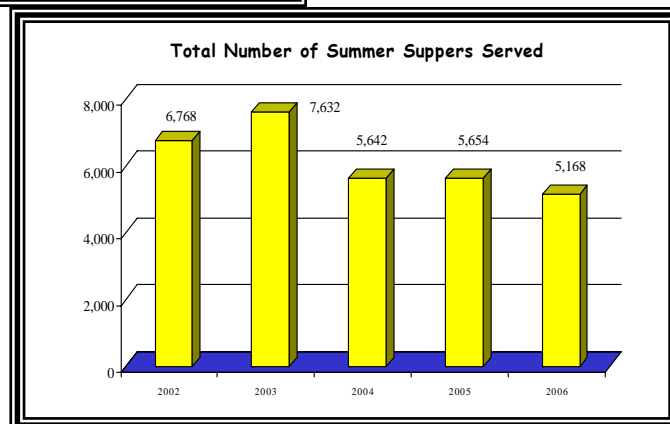
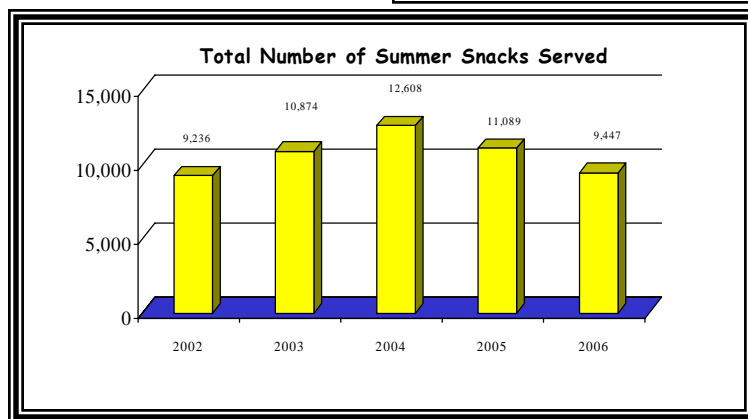
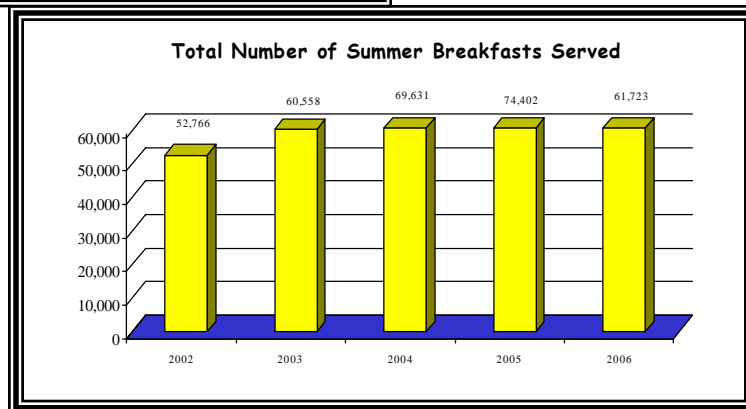
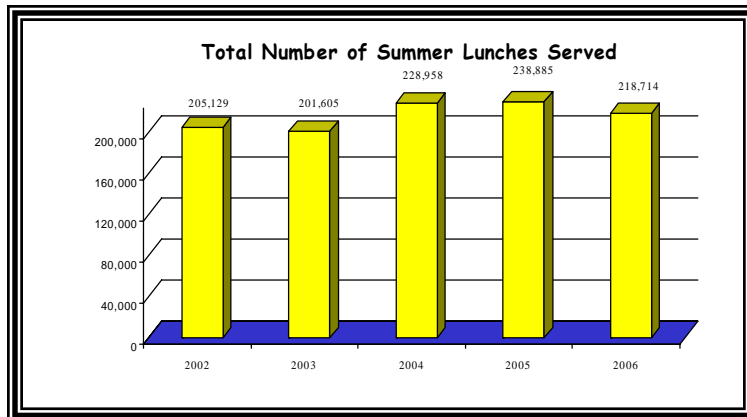
**Types of SFSP Sponsors**





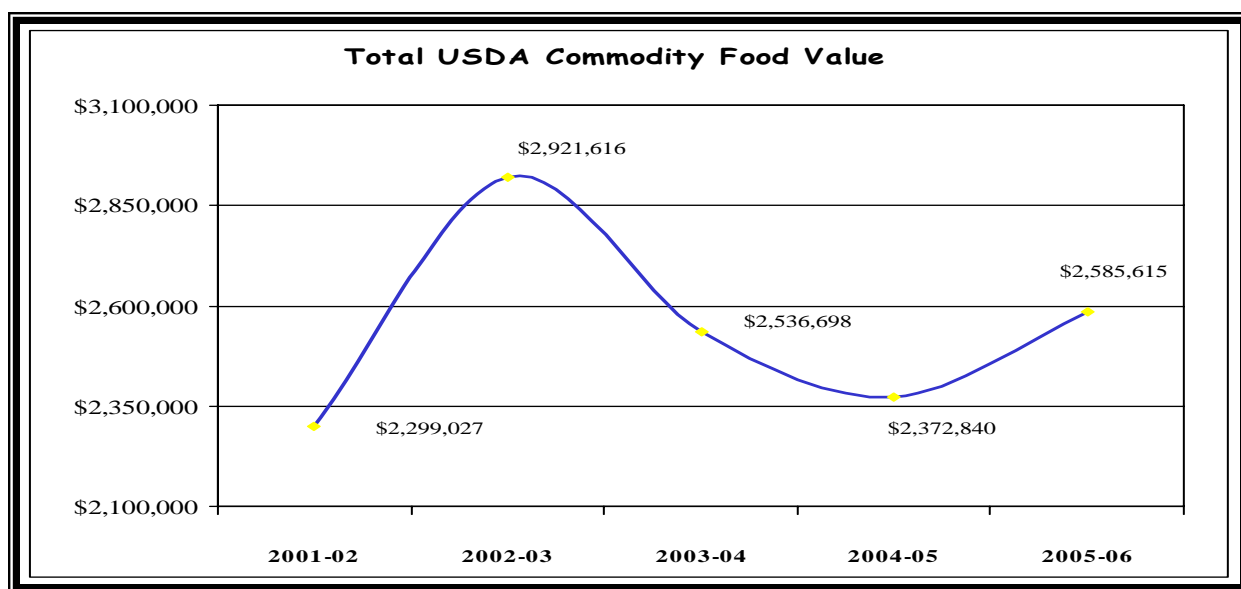
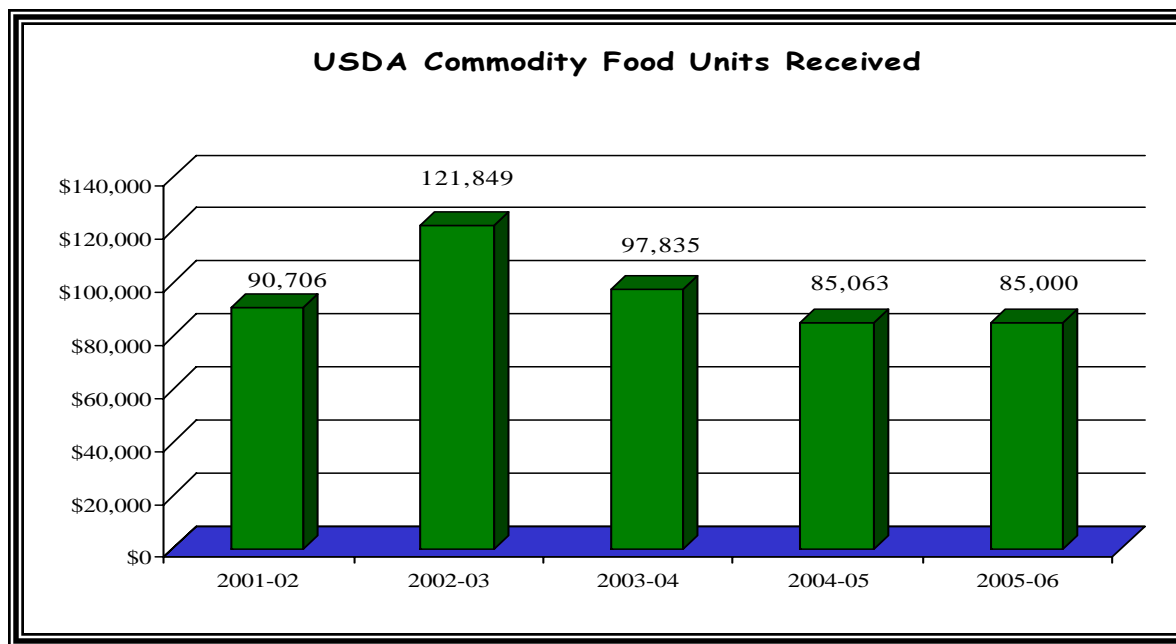
# Summer Food Service Program

## Number of Meals Served



## USDA Food Distribution Program

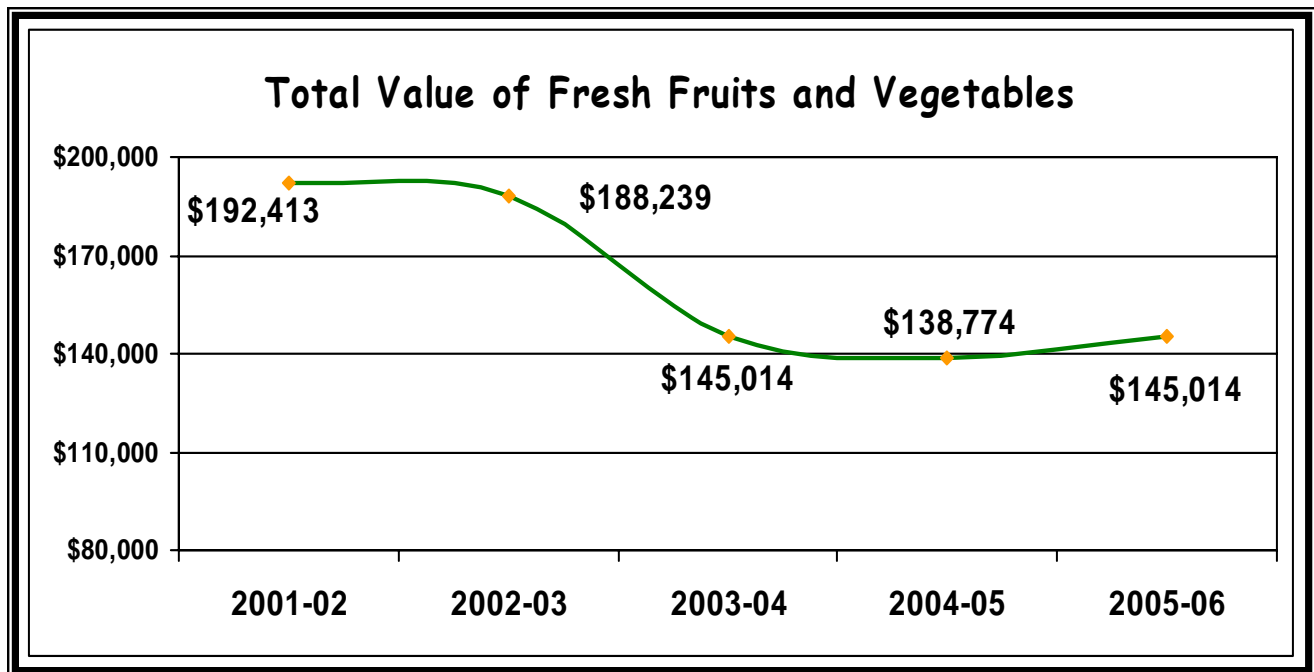
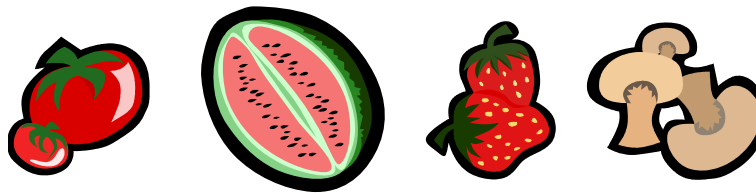
The Food Distribution (Commodity) Program delivers a variety of USDA commodity foods to School Food Authorities. During the 2005-06 school year, schools received an entitlement of 17.50 cents for each lunch served (during the previous school year) to spend on commodity foods. In 2005-06, this entitlement totaled \$2,585,615 (85,000 cases of food).



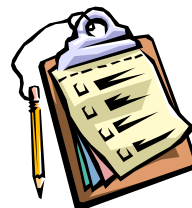
## Fresh Fruit and Vegetable Program

A portion of the total entitlement for Montana's Food Distribution Program is set aside for the Fresh Fruit and Vegetable Program. This program is funded through the U.S. Department of Defense, and allows schools that participate in the National School Lunch Program to use the USDA commodity entitlement to purchase fresh fruits and vegetables.

During the 2005-06 school year, School Nutrition Programs was allocated \$145,014 for this program, compared to \$138,774 the previous year. This is equal to approximately \$0.97 per student, per year.



# **PROGRAM ACTIVITIES**



## **REVIEWS**

### **Coordinated Review Effort (CRE)**

The Coordinated Review Effort is a comprehensive on-site evaluation of the School Food Authority once every five years. Areas of review include (but are not limited to):

- Meal counting and claiming procedures
- Free and reduced-price meal applications
- Reporting and record-keeping
- Civil rights
- Program self-reviews
- Safety and sanitation

School Nutrition Programs staff conducted 77 coordinated reviews during the 2005-06 school year. School Food Authorities submitted corrective action plans as needed.

### **School Meals Initiative (SMI)**

The National School Lunch Act mandates that school meals "... safeguard the health and well-being of the nation's children." In 1996, the School Meals Initiative for Healthy Children established nutrition standards for meals served at school.

School lunches must meet the recommendations of the Dietary Guidelines for Americans, which specify no more than 30 percent of calories come from fat, and less than 10 percent of calories come from saturated fat. School lunches must provide one-third of the Recommended Dietary Allowance (RDA) of protein, calcium, iron, vitamin A, vitamin C and calories. School breakfasts must provide one-fourth of the RDA for the same nutrients. Afterschool snacks must provide two food components (meat/alternate, fruit, vegetable, grain, milk).

During the 2005-06 school year, 77 School Meal Initiative Reviews were conducted. Areas reviewed included:

- Nutrient analysis of menus
- Menu requirements, variety, and appeal
- Meal production records
- Standardized recipes
- Meal service and healthy school environment
- Food safety
- Cost control

### **Summer Food Service Program (SFSP) Reviews**

School Nutrition staff conducted 33 sponsor reviews and 34 site reviews in 2006. Sponsors who were found to be in violation of program requirements submitted corrective action plans.

### **SNP Activities in 2005-06**

*(In addition to the CRE, SMI, and SFSP reviews)*

- ✓ Provided new manager and new school training to 12 schools.
- ✓ Provided technical assistance via telephone, e-mail, Internet, group trainings, and on-site school visits and reviews. Typical areas of assistance include menu planning, submitting claims for reimbursement, following federal regulations, promoting healthy school environments, providing nutrition education, and providing assistance in serving nutritious and appealing meals.
- ✓ Provided additional technical assistance this year in the areas of cost control, promotion of school meal programs (especially breakfast), and implementing Healthy School Nutrition Environment policies and procedures.
- ✓ Conducted Foodservice Manager Training on October 27, 2006 at three regional locations.
- ✓ Conducted Administrative training (for school clerks, superintendents, etc.) for 55 SFAs on September 22, 2006 at three regional locations.
- ✓ Conducted SFSP sponsor training in 12 locations throughout the state.
- ✓ Conducted the annual OPI/MSFSA School Foodservice Managers conference on June 27-29, 2006, in conjunction with the Montana School Food Service Association (MSFSA).
- ✓ School Nutrition Programs provided an Administrative Update session at the annual Montana Association of School Business Officials (MASBO) conference in June 2006. A total of 30 SFAs attended the session.
- ✓ School Nutrition Programs provided regional Administrative Update training sessions in conjunction with OPI Budgeting and Accounting Workshops in Sidney, Miles City, Billings, Havre, Great Falls, Kalispell, Missoula, and Butte in July 2006. A total of 133 SFAs attended the sessions.



## Team Nutrition Program

The Team Nutrition Program, located at Montana State University - Bozeman, is the nutrition education component of the School Nutrition Programs. Team Nutrition is an integrated, behavior-based, comprehensive program geared toward improving children's lifelong eating and physical activity habits through the principles of the *Dietary Guidelines for Americans* and the *USDA's My Pyramid*. Team Nutrition works to improve the nutritional value of food and beverage choices throughout the school setting and to promote the health and education of children.

Team Nutrition receives funding through competitive U.S. Department of Agriculture grants. School Nutrition Programs was awarded two Team Nutrition Training grants to support the 2005-06 school year. The goal of the grants was to enhance Montana's infrastructure to promote healthful lifestyle habits for Montana families by impacting both schools and child care settings. With help from state partners, education and training efforts will focus on providing safe, appealing and healthy meals and snacks; increased access to nutritious food and beverage choices throughout school environment; nutrition education for students, school personnel, parents and caregivers; and increased opportunities for youth to be physically active. Grant activities focused on providing training and technical assistance to school personnel to adopt and implement school wellness policies, implement Hazard Analysis Critical Control Point (HACCP) plans, and take the HealthierUS School Challenge.

## Team Nutrition Program Objectives

### Reach School Food Authorities, parents and the community by:

- increasing the number of schools and child care providers that prepare nutritious meals in accordance with USDA menu planning nutrition standards, especially American Indian schools, high schools, and child care programs;
- increasing access to and use of Team Nutrition education curricula and resources for schools and child care programs through an expanded training schedule promoting healthy eating and physical activity to children and their families;
- expanding the number of schools that promote a healthy nutrition environment through implementation of nutrition policies and best practices and expanded media coverage of "model" schools; and
- increasing the number of Montana school foodservice personnel trained to implement a Hazard Analysis Critical Control Point (HACCP) plan to provide safe meals in Montana schools.



# Team Nutrition Program Activities

## Activities for Planned and Completed Objectives

- Presented at 30 national, statewide, regional, or local school district conferences on the important link between nutrition and learning for school personnel. This activity reached more than 4,000 participants and 272 School Food Authorities (SFAs). Coordination with the Office of Public Instruction, Montana State University Extension, Montana Action for Healthy Kids/Eat Right Montana, and the Montana Department of Public Health and Human Services (DPHHS) has been instrumental in training school personnel. (July 2005 - June 2006)
- Developed and offered two hands-on cooking schools, Native American Cooking School and MSU School Food Service Cooking Institute, that were dedicated to supporting schools in healthful meal preparation and service. These workshops reached over 44 participants from 38 SFAs, and 5 Indian reservations. (August 2005)
- Maintained a School Food Service Peer Educator Network to assist school food service personnel throughout the state. The network takes advantage of the skills of local school food service professionals in sharing their successful strategies. (Ongoing)
- Maintained an electronic listserv for school food service personnel. Participants received information about topics ranging from recipes to staff wellness. Representatives from more than 175 SFAs participated in this listserv. (Ongoing)
- Through Montana Action for Healthy Kids Team, worked with three afterschool programs in implementing the *ReCharge* curriculum to offer students opportunities to receive nutrition education, physical activity opportunities and healthful snack recipes. (June 2005 - July 2006)
- Provided training to over 100 school food service personnel on taking the HealthierUS School Challenge award program. Assisted Lolo Elementary School in celebrating their school's success in receiving the first Gold Award for Montana. (July 2005 - June 2006)
- Developed and distributed the "Let's Eat at School: Ten Tips for Keeping Teenagers Participating in School Nutrition Programs" brochure. This resource provides tips for meeting student needs to maintain adequate participation in school meals. (Ongoing)
- In cooperation with MSU Extension, developed and presented a training system for school food service personnel on *Implementing a Food Safety Program based on the Process Approach to HACCP*. This helps to meet a new USDA regulation. Since July 2005, trained 350 personnel from 250 SFAs. (July 2005 - Ongoing)
- In cooperation with Child and Adult Care Food Program, developed, distributed and provided five training workshops on the five-week menu cycle, *Making It Balance and Kickin' It Up* for childcare programs. (July 2005 - Ongoing)
- In cooperation with Montana Association of School Superintendents, funded \$500 mini-grants to 11 schools, reaching more than 2,400 children, to support action steps in creating a healthier school nutrition environment. (March 2006)
- In cooperation with Montana Action for Healthy Kids, provided training and technical support to schools in adopting a school wellness policy that meets the federal mandate in the 2004 Reauthorization Act. (July 2005 - Ongoing)
- Received a Certificate of Recognition for being a *2005 LINC Award Finalist in the Partnerships & Collaborations Category* from the U.S. Department of Agriculture.
- Developed and distributed 120 idea kits for National School Lunch Week (October 2005) and School Breakfast Week (March 2006).
- Conducted menu analyses of 77 SFAs involved in the School Meals Initiative Reviews. (October 2005-May 2006)

# Cooperative Purchase Program

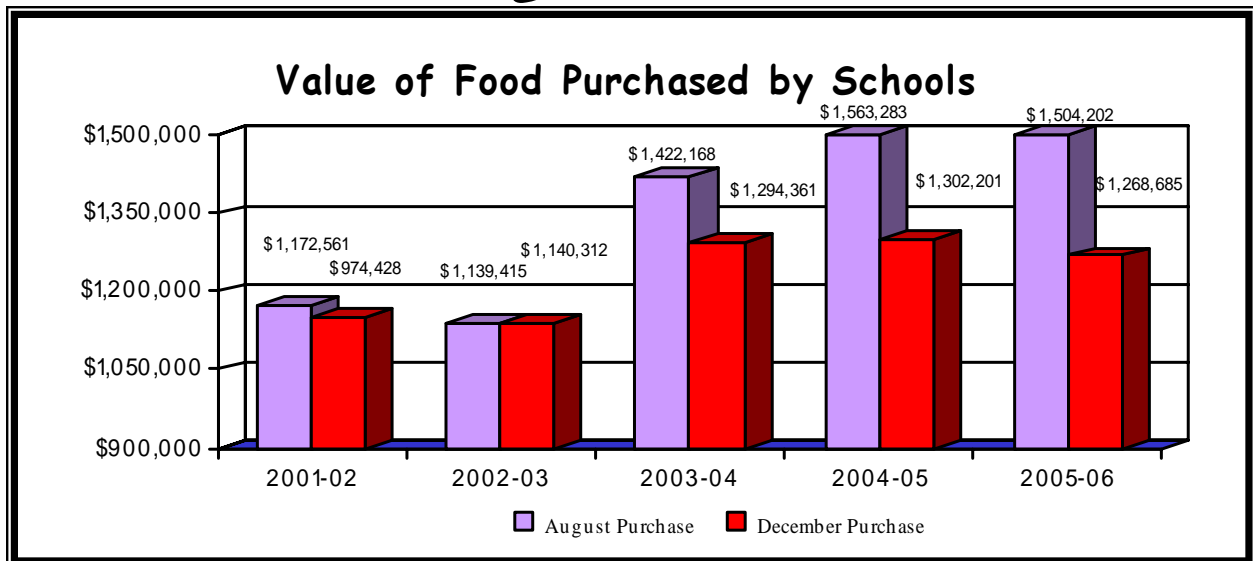
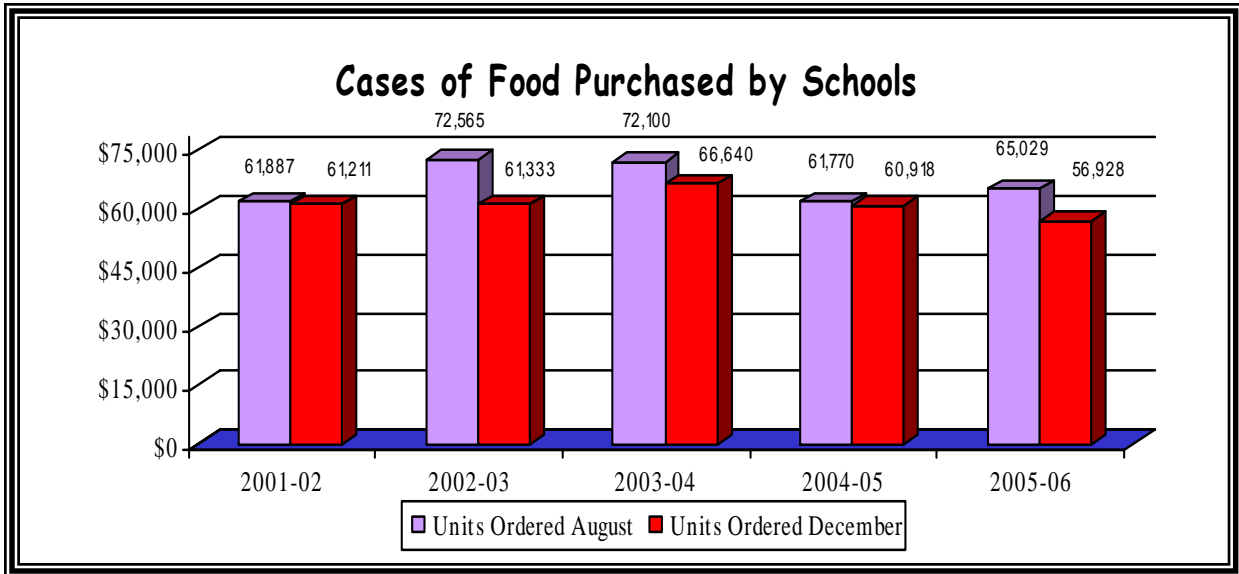
The Cooperative Purchase Program was implemented in 1980 to assist schools in purchasing high-quality nutritious foods at reasonable prices. There are two bids a year (winter and spring) and two deliveries per bid for a total of four food deliveries per year. During the 2005-06 school year, Montana schools purchased 121,957 cases of food worth \$2,772,887.

The Cooperative Purchase Program serves as a liaison between schools and food manufacturers, producers, processors, distributors, and representatives. The Program is also represented in the Montana School Nutrition Association, Big Sky Public Purchasing, and Montana Beef Council.

- Through the Advisory Bid and Commodity (ABC) Committee, the Cooperative Purchase Program continuously revises and improves the items available through the bid. The committee consists of state agency staff and 30 school food service personnel from schools representing various sizes and locations in the state.
- Food items included on the bids must be appealing, nutritious and cost-effective.
- By combining purchase orders, all participating schools are able to receive the high-quality, low-cost bid items at the same price regardless of size or location.
- Nutrition information for all products available on the bid is maintained at the School Nutrition Programs office. Information is sent to participating schools to assist with nutrient analysis of menus.
- Purchasing assistance is offered to school personnel through daily telephone contact and regional or state training sessions.



## Cooperative Purchase Program (cont.)





## **Reauthorization Activities**

As a result of the 2004 Reauthorization Act, School Nutrition Programs has been working to implement changes in the requirements for the School Nutrition Programs. In the 2005-06 school year schools were required to:

- Significantly modify the verification process, and subsequently submit the Summary of Verification form to School Nutrition Programs.
- Make free and reduced-price school meal applications good for one school year, and only require one application per household.
- Make migrant, homeless and runaway youth categorically eligible for free school meals.
- Request and obtain two sanitation inspections per year.
- Offer at least two different fat contents of milk during meals.

Reauthorization also removed the cost accounting requirement for qualifying for severe need breakfast, which simplified reporting requirements for these schools.

School Nutrition Programs also implemented a new software program to administer the School Nutrition and Summer Food Service Programs and allow SFAs to submit application information and monthly claims for reimbursement online.

- Requires claims by site – allowing automatic calculation of severe need breakfast reimbursement and October report information.
- Also eliminated the need to submit financial information. School Nutrition Programs now uses the annual Trustees Report for financial data to determine the district's nonprofit status.

This software was implemented successfully, and gives School Nutrition Programs more information in a more easily usable format.



# School Nutrition Programs

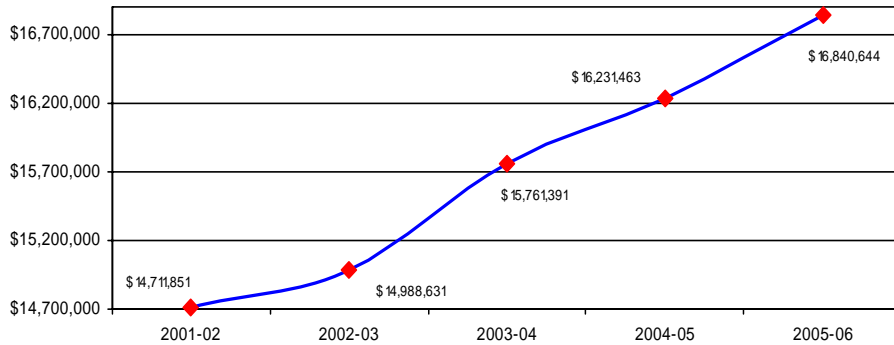
## Federal Reimbursement Rates for 2005-06

<b>SCHOOL NUTRITION PROGRAMS</b> <b>MEAL, SNACK AND MILK REIMBURSEMENT RATES</b> Expressed in Dollars or Fractions Thereof <i>Effective from July 1, 2005 - June 30, 2006 for School Programs</i> <i>Effective from January 1, 2006 - December 31, 2006 for Summer Food Service Program</i>			
<b>NATIONAL SCHOOL LUNCH PROGRAM</b>	Less than 60%		60% or more
Paid	0.22		0.24
Reduced Price	1.92		1.94
Free	2.32		2.34
<b>SCHOOL BREAKFAST PROGRAM</b>	Non-severe need		Severe need
Paid	0.23		0.23
Reduced Price	0.97		1.21
Free	1.27		1.51
<b>SPECIAL MILK PROGRAM</b>	All Milk	Paid Milk	Free Milk
Pricing Programs without free option	0.155	N/A	N/A
Pricing Programs with free option	N/A	0.155	Average cost per ½ pint of milk
Non-pricing programs	0.155	N/A	N/A
<b>AFTERSCHOOL SNACK PROGRAM</b>			
Paid	0.05		
Reduced Price	0.31		
Free	0.63		
<b>SUMMER FOOD SERVICE PROGRAM</b>	Operational		Administrative
		High	Low
Breakfast	1.47	0.1450	0.1150
Lunch & Supper	2.56	0.2675	0.2225
Supplements (Snacks)	0.59	0.0725	0.0575

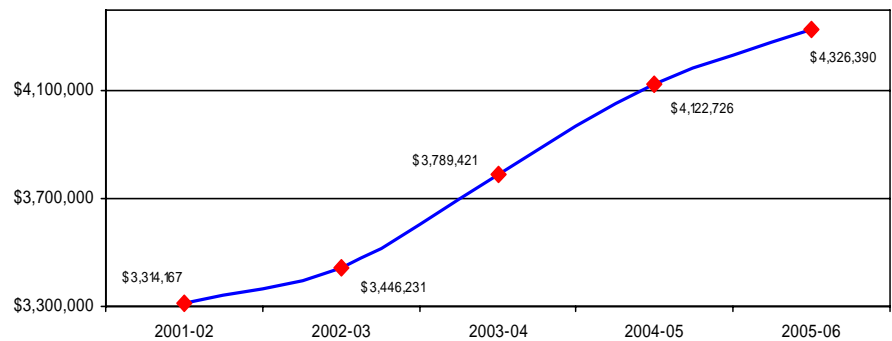
# Reimbursement for the School Nutrition Programs

Total reimbursement paid to schools for meals served (lunch, breakfast, snacks, and milk) during the 2005-06 school year totaled \$21,377,696.

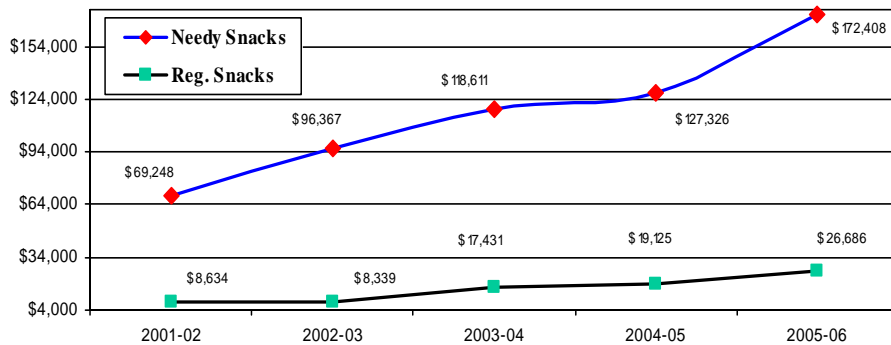
**Total Federal Reimbursement for Lunch Meals**



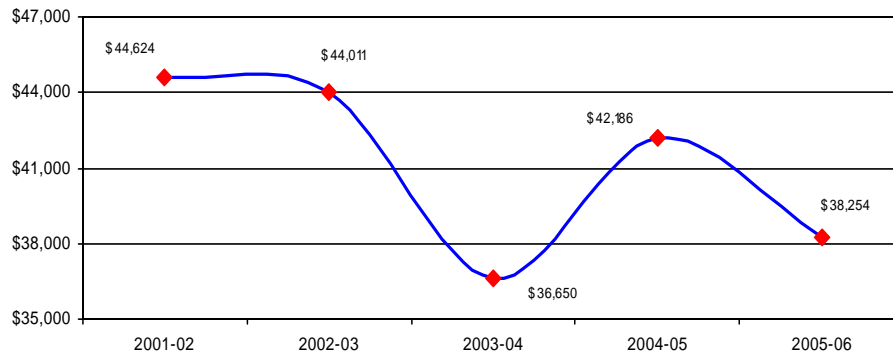
**Total Federal Reimbursement for Breakfast Meals**



**Total Federal Reimbursement for Snacks**



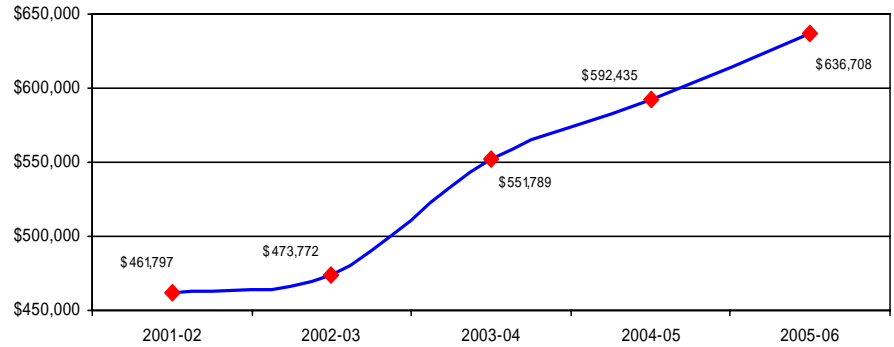
**Total Federal Reimbursement for Milk**



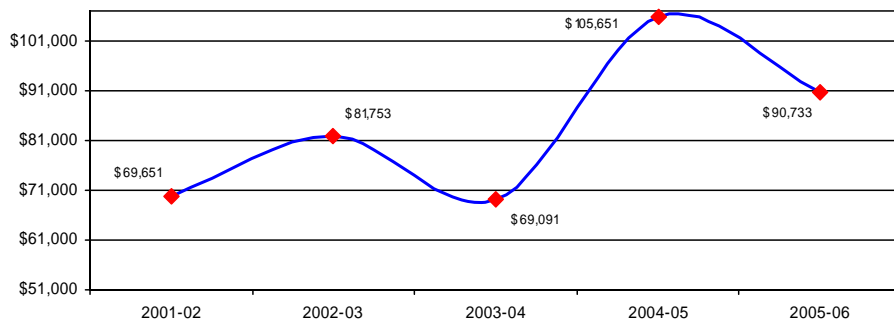
# Reimbursement for the SFSP

The total meal reimbursement (for lunch, breakfast, snacks, and supper) paid to summer sponsors in 2006 was \$743,738. Administrative reimbursement totaled \$74,812.

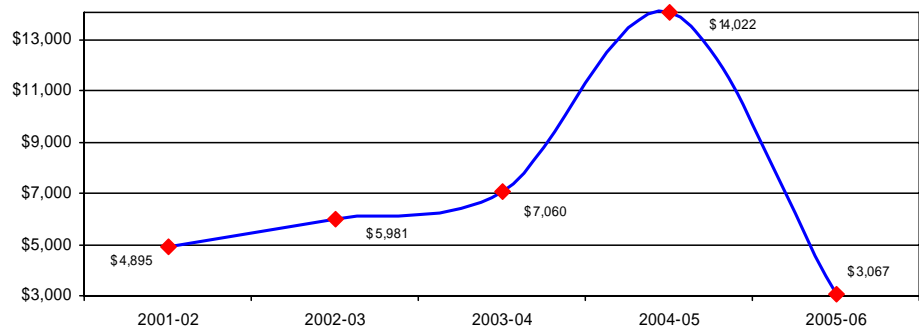
**Total Federal Reimbursement for Summer Lunch Meals**



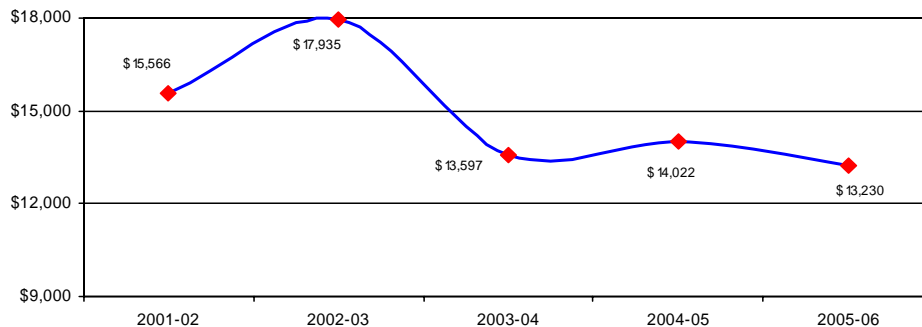
**Total Federal Reimbursement for Summer Breakfast Meals**



**Total Federal Reimbursement for Summer Snacks**



**Total Federal Reimbursement for Summer Supper Meals**



# Financial Management

The USDA provides general assistance for every reimbursable meal served to children in school according to reimbursement rates that are updated yearly.

School Food Authorities reported \$24,695,441 in program income (federal reimbursement and state matching funds) and \$48,797,378 in program expenditures during the 2005-06 school year. After subtracting federal reimbursement, local support to the meal programs was \$23,469,055 or 48 percent of the total expenditures.

The State of Montana matched \$632,882 during the 2005-06 school year. The funds were used to cover the cost of shipping and handling, storage, and processing of USDA commodity foods. The remaining balance of \$17,022 was distributed to School Food Authorities that implemented School Breakfast Programs during the 2005-06 school year.

## FUNDING FOR THE SCHOOL NUTRITION PROGRAMS IN MONTANA October 1, 2005- September 30, 2006

School Income from Federal Funds	
Reimbursement for Lunch Meals	\$16,731,081
Reimbursement for Afterschool Snacks	\$170,287
Reimbursement for National School Lunch Program (including Snacks)	\$16,901,368
Value of Regular Commodities	\$2,585,615
Value of Commodity Entitlement used for the Fresh Fruits and Vegetable Program	\$145,014
Total Value of Commodities for lunch and snacks	\$2,730,624
National School Lunch Program (lunches, snacks and commodities)	\$19,631,992
School Breakfast Program	\$4,282,134
Special Milk Program	\$37,835
Reimbursement for Meals and Snacks	\$674,324
Administrative Funds for Sponsors	\$64,613
Total Value of Commodities	\$4,543
Summer Food Service Program	\$743,480
Total Federal Funding	\$24,695,441
School Income from State Matching Funds	
Total State Matching Funds (July 1, 2004-June 30, 2005)	\$632,882

School Expenditures	
Total School Expenditures (Food, Labor, Other)	(\$48,797,378)

Total Federal Funding	\$24,695,441
Total State Funding	\$632,882
Total School Expenditures	(\$48,797,378)
<b>BALANCE (Student and adult payments, general fund, and other sources):</b>	<b>(\$23,469,055)</b>